

# VACANCY NOTICE

11-70

CS-376  
REV(9/93)

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: <b>Principal Planner</b>	CLASSIFICATION CODE: 02706400
	SALARY RANGE: 829A, \$53879-\$60938	REFERENCE POSITION NO.: 2477-10000-28
	Department or Agency Name Administration	APPLICATION PERIOD: 10/7/11-10/28/11
	Division/Section/Unit <b>Statewide Planning Program</b>	<b>3 day grace period ends 10/31/11</b>
	Assignment(s) / Comments	
	Shift and Days: 1st (Monday-Friday)	Job Location: 1 Capitol Hill, Providence, RI 02908
	Restrictions/Limitations:	
	Position Covered By Collective Bargaining Union Agreement	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Name of Bargaining Unit Union: DOA - Supervisors Union	
	There is <input type="checkbox"/> is not <input checked="" type="checkbox"/> a Civil Service List for this position <b>See A/B or Both for Specific Instructions</b>	
NOTE: If there is a list, only candidates who have taken the exam and are reachable should apply.		
General Information to Candidate	<b>INSTRUCTIONS:</b>	
	<b>A. STATE EMPLOYEE LATERAL BIDDER:</b> Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number.	
	<b>Most Important</b> - Please include the following information:	
	• The title of the position for which you are applying	• Name of department where you are currently employed
	• Title of your present position and date you entered it	• Your business telephone number
	• Date you entered State service	• Present Union Affiliations
	<b>*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.</b>	
	<b>B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:</b>	
	If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.	
	<b>C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS</b>	
• <b>Reasonable Accommodations:</b>		
If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position.		
• <b>Medical Information:</b>		
Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).		
Statement of Duties	<b>DUTIES / RESPONSIBILITIES:</b>	
	<u>General Statement of Duties</u> - To perform complex professional, community, regional and statewide planning functions and, as required, to supervise the work of other planners, technicians and other subordinates engaged in such functions; and to do related work as required. <u>Professional Focal Areas</u> - Focal areas may include implementation of the State's recently amended Comprehensive Planning and Land Use Regulation Act; development of State Guide Plan Elements related but not limited to land use, housing, and economic development; transportation planning; detailed demographic and spatial analysis; project management and the provision of technical assistance and training to local audiences.	
Minimum Education & Experience	<b>EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:</b>	
	<u>Education</u> : Such as may have been gained through: graduation from a recognized college with a Master's Degree in Urban or Regional Planning; and <u>Experience</u> : Such as may have been gained through: employment involving the performance of responsible professional planning work in the field of local, regional or state planning work in the field of local, regional or state planning. <u>Or</u> , any combination of education and experience that shall be substantially equivalent to the above education and experience.	
Where to Apply	Apply within the application period as shown on this announcement. <b>NOTE:</b> Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. <b>SEND RESUME or CS-14 Application to:</b>	
	Becky L. Rodrigues Department of Administration/GGSC 1 Capitol Hill Providence, RI 02908	Telephone #: (401) 222-4045 e-mail address: <a href="mailto:beckyr-resume@hr.ri.gov">beckyr-resume@hr.ri.gov</a> TTY/TDD #: 7 1 1 (Telecommunication Device for the Deaf)



STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER